



# CITY OF LODI

## COUNCIL COMMUNICATION

AGENDA TITLE: Adopt a resolution authorizing the purchase of a Minolta Di450 digital copier from Business Office Systems of Stockton (\$12,197.30) (PW-MSC)

MEETING DATE: July 17, 2002

PREPARED BY: Public Works Director

RECOMMENDED ACTION: That the City Council adopt a resolution authorizing the purchase of a Minolta Di450 digital copier from Business Office Systems of Stockton in the amount of \$12,197.30 for use by the Streets, Water/Wastewater, and Fleet Divisions of Public Works at the Municipal Service Center.

BACKGROUND INFORMATION: The existing Minolta copier in the Public Works' MSC office will be moved to White Slough to replace the 8-year old copier at the wastewater treatment facility. As has been standard practice, the Divisions strive to prolong the life of each copier by moving MSC's machine to White Slough, where copy demands are less rigorous. White Slough's 8-year-old unit will then be retired and removed from City use or it may replace another older copier which would be removed from City use.

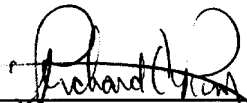
Staff recommends a non-competitive purchase of the Di450 copier from Business Office Systems (BOSS) for two reasons. First, staff is familiar with Minolta copiers and Business Office Systems. Minolta copiers have been consistently reliable throughout the City, and BOSS' technicians have been responsive and thorough when service calls are necessary. Second, staff has determined that equipment pricing is competitive, with BOSS' price bettering Federal GSA and California Multiple Award Schedule pricing by about \$371.

San Joaquin County's copier contract with Business Office Systems expired in April of this year, and a new bid has not yet been issued. However, BOSS continues to honor contract pricing on replacement models during the interim period. When compared with Minolta's GSA price of \$11,665.00 plus tax, or \$12,569.04 (offered through the State's CMAS program), Business Office Systems' price of \$12,197.30 price saves the City \$371.74.

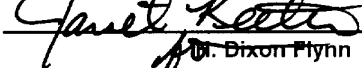
While other brands may be less expensive, equipment reliability and dealer support are not necessarily equal. Lodi City Code Sec. 3.20.070 provides that bidding may be dispensed with when the City Council determines that the purchase or method of purchase is in the best interest of the City. Staff believes that staying with reliable Minolta brand copiers and Business Office Systems is in the City's best interest, and recommends that Council authorize the purchase of the Minolta Di450 from Business Office Systems.

FUNDING: Administrative Operating Budgets: 25%, or \$3,049.325 each, to 105011 (Streets), 105561 (Fleet), 170401 (Wastewater), and 180451 (Water)

  
Vicky McAthie, Finance Director

  
Richard Prima, Public Works Director

Prepared by Joel Harris, Purchasing Officer

APPROVED:   
Janet Korte -- City Manager

RESOLUTION NO. 2002-153

A RESOLUTION OF THE LODI CITY COUNCIL  
AUTHORIZING THE PURCHASE OF ONE MINOLTA Di450  
DIGITAL COPIER FOR THE PUBLIC WORKS DEPARTMENT  
MUNICIPAL SERVICE CENTER

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WHEREAS, Lodi Municipal Code Section 3.20.070 authorizes dispensing with bids for purchases of supplies, services, or equipment when it is in the best interest of the City to do so; and

WHEREAS, the existing Minolta Copier in the Public Works' MSC office will be relocated to White Slough to replace an eight-year old copier at the Wastewater Treatment Facility, where the copy demands are less rigorous; and

WHEREAS, staff recommends a non-competitive purchase of the Di450 digital copier from Business Office Systems for two reasons: 1) staff is familiar with Minolta copiers and Business Office Systems, and 2) staff has determined that equipment pricing is competitive, with Business Office Systems' price bettering Federal GSA and California Multiple Award Schedule pricing by approximately \$371.00; and

WHEREAS, the County of San Joaquin copier contract with Business Office Systems expired in April of this year, however, Business Office Systems continues to honor contract pricing until a new bid is issued; and

WHEREAS, in comparison, Business Office Systems' price saves the City approximately \$371.00 over Minolta's GSA price through the State's CMAS program; and

WHEREAS, it is staff recommendation that the City Council authorize the purchase of one Minolta Di450 Digital Copier at the cost of \$12,197.30 under provisions of an equipment contract through the County of San Joaquin still honored by Business Office Systems on an interim basis.

NOW, THEREFORE, BE IT RESOLVED, that the Lodi City Council hereby approves the purchase of one Minolta Di450 Digital Copier from Business Office Systems, of Stockton, California, at the cost of \$12,197.30 for the Public Works Department MSC office.

Dated: July 17, 2002

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I hereby certify that Resolution No. 2002-153 was passed and adopted by the City Council of the City of Lodi in a regular meeting held July 17, 2002, by the following vote:

AYES: COUNCIL MEMBERS – Hitchcock, Howard, Land, Nakanishi, and Mayor Pennino

NOES: COUNCIL MEMBERS – None

ABSENT: COUNCIL MEMBERS – None

ABSTAIN: COUNCIL MEMBERS – None



SUSAN J. BLACKSTON  
City Clerk